

**Bradfield Village Hall**  
**Registered Charity Number 1187316**

**Trustees Annual Report for the year ended 31<sup>st</sup> March 2025**

## Governance

Bradfield Village Hall was registered with the Charity Commission on 13<sup>th</sup> January 2020 with a CIO Foundation Model governing document. All of the assets and contracts that were previously the responsibility of Bradfield Village Association, registered charity number 276819, were transferred to the new charity in the year 2020/21.

The objectives of the charity are to run the Village Hall in Bradfield Essex.

Trustees of the CIO at the year end were:-

Grahame Points	(appointed 01/03/20)
Stephen Gunter	(appointed 05/01/22)
Trevor Weal	(appointed 15/07/22)
Karen-Leigh Burton	(appointed 15/07/22)
Peter Hunt	(appointed 24/07/22)
Elaine Hunt	(appointed 08/11/22)

The Trustees consider that Bradfield Village Hall meets the public benefit test as stipulated by the Charity Commission.

## Activities for the year 2024/25

Bradfield Village Hall caters for people of all ages, hosting a wide variety of meetings for local clubs and organisations, and hire for private parties. Several social activities were organised this year which also served as fundraising events for the charity. They were all well attended.

## Accounts for the year 2024/25

The accounts show an unrestricted fund surplus of £13,977.66 (2023/24 £9,403.14). Unrestricted fund expenditure is very similar to last year at £8,354.26 (2023/24 £8,181.29) but income is higher. Hall hire increased to £17,182.25 (2023/24 £14,171.00) and net income from fundraising to £4,001.67 (2023/24 £1,735.23).

The charity received a grant of £20,000 in December 2024 towards extensive maintenance of the toilets. At 31<sup>st</sup> March 2025, £8,300 had been paid: the £11,700 restricted funds held will be spent in April 2025.

## Risk Areas and Risk Management

Unrestricted funds of £39,246.82 are held at the year-end. The total cost of the refurbishments is £25,516, with £5,516 to be spent from unrestricted funds. Free reserves will be £33,741 which is sufficient to cover approximately 4 years of regular operating costs.

The trustee who manages the hall bookings system has resigned since the year end and the charity is hoping to find a new trustee to take on this role in the near future. The trustees are confident that the hall trading income will be sufficient to cover hall operating costs in future years, as well as generating surpluses that will enable continued enhancements to the hall.

**Bradfield Village Hall**  
**Registered Charity No.1187316**  
**Receipts and Payments Account for the year ended 31st March 2025**

	<b>2024/25</b>			<b>2023/24</b>
	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>	
			<b>£</b>	<b>£</b>
<b>RECEIPTS</b>				
From Trading Activities				
Lettings	17,182.25		17,182.25	14,171.00
From Voluntary Sources				
Fundraising income	4,250.23		4,250.23	2,896.48
Grants		20,000.00	20,000.00	0.00
Donations	0.00		0.00	95.00
From Assets				
Sale of asset	40.00		40.00	0.00
Interest	859.44		859.44	421.95
<b>TOTAL RECEIPTS</b>	<b>22,331.92</b>	<b>20,000.00</b>	<b>42,331.92</b>	<b>17,584.43</b>
<b>PAYMENTS</b>				
Charitable Activities				
Rates	213.25		213.25	36.01
Water	498.20		498.20	431.76
Insurance	726.40		726.40	508.94
Electricity	1,549.84		1,549.84	2,069.15
Gas	583.05		583.05	643.75
Licences	389.74		389.74	386.92
Website, Internet & Telephone	319.20		319.20	60.00
Repairs, Maintenance and Sundries	3,571.62		3,571.62	2,620.51
Administration of the charity				
Accounting and Examination	114.00		114.00	192.00
Affiliation Fee (RCCE)	80.40		80.40	72.00
Bank charges	60.00		60.00	60.00
Other Expenditure				
Fundraising expenses	248.56		248.56	961.25
Equipment & Enhancements		8,300.00	8,300.00	139.00
<b>TOTAL PAYMENTS</b>	<b>8,354.26</b>	<b>8,300.00</b>	<b>16,654.26</b>	<b>8,181.29</b>
<b>SURPLUS</b>	<b>13,977.66</b>	<b>11,700.00</b>	<b>25,677.66</b>	<b>9,403.14</b>
Balances Brought Forward	25,269.16	0.00	25,269.16	15,866.02
<b>Balances Carried Forward</b>	<b>39,246.82</b>	<b>11,700.00</b>	<b>50,946.82</b>	<b>25,269.16</b>

**Bradfield Village Hall**  
**Registered Charity No.1187316**  
**Statement of Assets and Liabilities at 31st March 2025**

	2025	2024
	£	£
<b>MONETARY ASSETS</b>		
Deposits and Bank Balances		
CAF Cash Account	687.55	210.54
CAF Gold Account	50,259.27	25,058.62
	<u>50,946.82</u>	<u>25,269.16</u>
 <b>DEBTORS</b>		
Hire fees unpaid	1,093.00	
 <b>CREDITORS</b>		
Invoice for refurbishments	17,216.60	
Accounts and Independent Examination	126.00	114.00
Cleaning for March		30.00
 <b>NON MONETARY ASSETS</b>		
Fixtures, fittings and soft furnishings		
Tables and chairs		
Sports and Games Equipment		
PA System		
Kitchen Equipment		
Office Equipment		
Cleaning materials		

Grahame Points

Signed .....

31 May 2025

Date .....

On behalf of the Trustees

**Independent Examiner's Report to the trustees of Bradfield Village Hall  
(Registered Charity Number 1187316)**

I report to the trustees on my examination of the accounts of Bradfield Village Hall for the year ended 31st March 2025.

**Responsibilities and basis of report**

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'). I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

I have completed my examination. I have identified a matter of concern that some bank transactions could not be matched to source documents because of incomplete information presented to me.

I confirm that no other matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

A handwritten signature in blue ink, appearing to read 'J. Stobart', with a stylized, cursive script.

Jan Stobart  
RCCE House, Threshelfords Business Park, Inworth Road, Feering CO5 9SE  
29th May 2025